



State of Arizona  
Department of Education

**SCHOOL FINANCE MEMORANDUM 13-034**

**TO:** Charter School Administrators, Directors, and Principals

**FROM:** Lyle Friesen, Director of School Finance

**DATE:** March 1, 2013

**SUBJECT:** 3/01/13 Basic Calculation for Equalization Assistance Report (CHAR 55-1) and Equalization Assistance Detail Report (CHAR 64-1)

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Please be advised that the March 1, 2013 charter apportionment is complete. The CHAR55-1 and the CHAR64-1 equalization assistance reports for charters are posted on each charter school's home page of the Arizona Department of Education (ADE) School Finance website at <http://www.ade.az.gov/districts>. If assistance is required for finding or viewing these reports, please contact the ADE IT Technology Support team at (602) 542-7378 or toll free at (866) 577-9636.

For the March 1 payment, data was processed with 40<sup>th</sup> day data submitted prior to February 1st at 5 p.m. and 100<sup>th</sup> day data if the school reached their 100<sup>th</sup> day prior to January 16<sup>th</sup>. The student enrollment summary reports related to this payment cycle are available for download and review from the School Finance website.

For any questions regarding the March 1, 2013 charter equalization calculation, please call or email Barbara Axe, 602-542-8248, [Barbara.Axe@azed.gov](mailto:Barbara.Axe@azed.gov). If the charter has any concerns or questions regarding data, please contact the assigned account analyst for the charter. The school-by-school list of account analysts is located at:

<https://www.azed.gov/Administrators/SF/Lists/LEAAccountAnalysts/AllItems.aspx>